



# HAPPY HOWIE'S NATURAL DOG TREATS



This **Sanitation Supervisor** position requires the employee to effectively train, supervise, and lead employees in the Sanitation Team. This position plays a vital role in ensure the safety of the food we make. The Sanitation Supervisor will work closely with the team to clean and sanitize the production and packaging department at the end of each shift. Additionally, the position requires the employee to work closely with other members of management and the production team.

## Responsibilities:

- Live our five (5) core values: Devotion, Integrity, Unity, Daily Improvements, and Customer Happiness.
- Lead daily structured huddles.
- Oversee daily sanitation operations.
- Schedule and train sanitation employees.
- Keep documentation of cleaning schedule.
- Work with the Food Safety Manager to update our SSOPs as needed.
- Follow BRC (British Retail Consortium) policies and GMPs (good manufacturing practices).
- Supervise and coordinate activities of workers engaged in sanitation programs.
- Inspect premises for unsanitary practices conditions.
- Compile required reports of regular inspections, sanitation violations, and steps taken to resolve deficiencies.
- Provide feedback to company managers and advising on manufacturing changes.
- Monitoring the preparation and use of cleaning chemicals.
- Coordinating the services of contractors and external cleaning crews.
- Continually investigate and introduce process improvement measures.
- Continually improve the team's productivity.
- Maintains safe, clean, and efficient work environment by educating the team on 5S techniques.
- Ensure the team's strict compliance with safety policies. Report all near misses and injuries immediately.
- Lead the implementation of new policies and procedures. Champion change.
- Assist with other duties and special projects, as assigned.

## Job Qualifications

- Have a positive can do attitude and have positive interactions with members of your production team.
- Must be able to regularly lift 50 lbs. and work on your feet, while using tools to perform repetitive actions.
- Must be able to work safely in a quick-paced, physically demanding environment where you control various machines and equipment.
- Must possess technical skills (precision and safety are vital to this position).
- Must have excellent analytical skills with the ability to pay attention to detail.

## Education/Experience

- High School Diploma or higher.
- Prior experience in a food production environment.
- Knowledge of Continuous Improvements and Lean Manufacturing is a plus.

## Language Skills

- Ability to communicate ideas and information effectively.
- Bilingual in English and Spanish is a plus.

## Other

- Great professional demeanor.
- Ability to multi-task and prioritize.

## Reporting Relationships

- The employee will report to the Food Safety Manager

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- ✓ **\$18.00/hr. (\$1.00/hr. max performance-based raise at 90 days)**
  - ✓ **Paid Holidays**
  - ✓ **Generous Paid Time Off**
  - ✓ **Health Insurance (Blue Cross Blue Shield)**
  - ✓ **Dental Insurance**
  - ✓ **Vision Insurance**
  - ✓ **401k**